

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes August 11, 2021

Meeting Host / Secretary-Treasurer at BRA Office, Suite 302, 219 E. Paw Paw St, Paw Paw MI 49079
All other attendees participated online from remote locations

Note for the Record—This meeting was held online using Zoom remote meeting software as authorized in the Michigan Open Meetings Act. The source of this authorization is a declaration by the Van Buren County Board of Commissioners of a county-wide state of emergency, originally declared on 11/24/2020 and most recently extended on 01/26/2021 to its present expiration date of 12/31/2021. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state) as required in the Act.

Board Member Attendance Report--Brownfield Redevelopment Authority Board										
Name	Position	Attendance Status	Declared Remote Location			Present Anytime	Present @ Start	+ Late Arrivals	- Early Departs	Present @ End
			Municipality	County	State					
Gail Patterson-Gladney	Chair	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Lisa Phillips	Vice Chair	Attended remotely	Vicksburg Village	Kalamazoo	Michigan	Yes	Yes			Yes
Cynthia Compton	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Kate Hosier	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Sarah Moyer-Cale	Member	Attended remotely	Paw Paw Village	Van Buren	Michigan	Yes	Yes			Yes
Katie Strohauer	Member	Attended remotely	Kalamazoo City	Kalamazoo	Michigan	Yes	Yes			Yes
Zach Morris	Member	Attended remotely	Antwerp Township	Van Buren	Michigan	Yes	Yes			Yes
Dr. Patrick Creagan	Member	Did not attend meeting				No	No			No
John Young	Member	Attended remotely	Hamilton Township	Van Buren	Michigan	Yes	Yes			Yes
			Count:			8	8	0	0	8
			Members Present:				8 of 9	8 of 9	8 of 9	8 of 9
			Quorum (Yes/No):				Yes	Yes	Yes	Yes

1. Call to Order and Determination of Quorum and Attendees

At 3:32 PM, by Chair Gail Patterson-Gladney with attendees/absentees/remote locations/quorum status as stated above and as follows:

- a. **Board Members Present (8); Board Members Absent (1); Board Vacancies: (0).** A quorum (8 of 9) is initially present and a quorum remained throughout the meeting
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson from Envirologic Technologies Inc.; Scott Parker for applicant Gateway Holdings LLC; Howard Ballard, Member and Guy W. Rousseau, Mike Logan and Raymond Berge of Michigan Consulting & Environmental, representing potential applicant Great Lakes Cultivation Advisors LLC.

2. Approval of Agenda--The prepared agenda was adjusted by adding the resignation of Member Moyer-Cale as Item VII. E and approved on the motion of Moyer-Cale, supported by Strohauer by unanimous consent. Approved by a vote of 8-0.

3. Approval of Minutes of Regular Meeting held July 14, 2021--The minutes of the Regular Meeting held July 14, 2021, were presented. Motion by Hosier, supported by Morris, to approve the minutes. Approved by a vote of 8-0.

4. Public Comment—None

5. Secretary-Treasurer's Report--Nelson presented a written report with oral enhancements and action item as follows:

- a. **Invoices for Approval**—There were no invoices for approval this month.

6. Other Correspondence—Housing and reservations are now open for the National Brownfields Conference to be held in December.

7. New Business—

- a. **New Application for Gateway Holdings, LLC**—Eric Peterson introduced Scott Parker, a Member in this newly formed LLC that has an agreement to acquire a group of parcels at/near the Northeast intersection of Blue Star Highway and M-140 Highway in South Haven Charter Township. Both Peterson and Parker noted the site has known environmental issues and has been available for many years. Peterson presented Work Order #42 for up to \$31,750 (\$6,300 from EPA Hazardous Substances Grant and \$25,450 from EPA Petroleum Assessment Grant), that would cover eligibility determination, a Phase II ESA, a BEA/DDCC component and a pre-demolition hazardous materials survey. Motion by Compton, supported by Hosier, to approve the project application, to approve Work Order #42 for

up to \$31,750, conditioned upon receipt from the developer the appropriate application fee and a signed Development Agreement. Approved by a vote of 8-0.

- b. New Pending Application**—Erik Peterson, along with Howard Ballard of Great Lakes Cultivation Advisors, LLC, and accompanied by Raymond Brege, Guy W. Rousseau and Mike Logan of Michigan Consulting & Environmental, presented a proposed application for assistance including a Brownfield Plan for the site at 501 E. Hillsborough Ave in the City of Hartford. The site would mitigate environmental issues at the site and , upon completion, be leased to an entity under different ownership that would operate the site as a Michigan-licensed marihuana growing facility. Even with the developer and tenant being separate, there was concern that the Van Buren county Board of Commissioner, which would have to approve any Brownfield Plan, has not established any policy or guidelines for assistance to such facilities by the county or it subsidiary units, such as the BRA. Chair Patterson-Gladney, who is also is County Commissioner, will coordinate with the County Administrator to expedite the issue. The matter was continued to the September 8 meeting.
- c. Possible New Application**—Erik Peterson noted that Zach Morris had referred an existing VBC manufacturer to Erik as the firm is exploring acquiring an additional site for their business. The exact location is not finalized and so, if appropriate, Peterson will present an application at a future meeting.
- d. Possible EPA Grant Extension**—The current EPA Grant is set to expire on September 30, 2021. With today's Work Order approval and recent approvals in progress, there may be a benefit to apply for an additional short extension to finalize eligible approved work. Motion by Morris, supported by Hosier, to allow the VBCBRA Officers to apply for an extension to the EPA Grant if they conclude that additional time is necessary to complete approved work. Approved by a vote of 8-0.
- e. Resignation of BRA Board Member Sarah Moyer-Cale**—The Chair and the Secretary-Treasurer have received a formal resignation from Sarah Moyer-Cale, as she has accepted the job as Hastings City Manager. Moyer-Cale states that today's meeting will be her last and thus creates a vacancy for the VBCBOC to fill for the remaining term until June 1, 2024. The other attendees thanked Sarah for her service on this Board for the past four years and wished her the very best in her career advancement.

8. Ongoing Business—EPA Grant/Brownfield Plan Project Updates—Consultant Erik Peterson made comments on EPA Grant and Brownfield Plan projects as follows:

- a. 05585 Blue Star Hwy**—Approved Brownfield Plan activities are in progress.
- b. 10336 Blue Star Hwy**—Approved Brownfield Plan activities are in progress.
- c. Sherman Hills**—Plan costs are being identified.
- d. 413 Delaware St**—Owner interest and tax issues remain to be resolved.
- e. 23944 Red Arrow Hwy**—No progress on PB development.
- f. 67902 Red Arrow Hwy**—No progress since last month.
- g. 99 Walker Street in Lawton**—Our activities has ceased pending the Village of Lawton's decision whether to establish a local BRA.
- h. 1-5 Main Street, Hartford**—Phase I and the Hazardous Materials Survey work have been completed, and the VBCLBA is considering its next moves.
- i. 101 Cemetery Rd in Bangor**—The signed Development Agreement and the required application fee have been received, so the project is proceeding.
- j. 119 N Main in Lawton**—Erik is gathering existing site documentation.

9. Other Business/Reports

- a. Land Bank Report**—Compton stated that there was no meeting this month due to lack of quorum.
- b. Economic Development Corporation and Other Economic Development Report**—Morris reported on the following:
 - i.** There will hopefully be an announcement of a business expansion in the county in the next month or so.
 - ii.** Several VBC firms have expressed expansion interest

10. General Member Comments—There were a few comments on items not related to specific meeting business.

11. Adjournment—Motion by Hosier, supported by Phillips, to adjourn, Approved by a vote of 8-0.
All business being completed, the meeting was adjourned by the Chair at 4:57 PM.



Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

<i>Acronym</i>	<i>Type</i>	<i>Meaning</i>
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing